

**4.1 TENDER FOR DESIGN SERVICES – DORRINGTON DRIVE, WARD AVENUE AND ASHWOOD MEMORIAL EARLY YEARS CENTRES**  
(CF2023120: SMC)

Responsible Director: Director City Services

**RECOMMENDATION\***

*That Council:*

- 1. Awards the tender from AOA Christopher Peck Pty Ltd, for Design Services - Dorrington Drive, Ward Avenue & Ashwood Memorial Early Years Centres, Contract No. 2023120 for a fixed Lump Sum of \$761,105.26 with an extra \$77,000 for Contingencies.*
- 2. Authorises the Chief Executive Officer to execute the contract agreement.*
- 3. Notes that the anticipated project expenditure including the fixed Lump Sum, Contingencies, and Project Management / Delivery Fees is \$864,505.*

*(\*Please note that all dollar figures are GST Inclusive unless stated otherwise).*

**INTRODUCTION**

Council has conducted a tender for CF2023120 – Design Services – Dorrington Drive, Ward Avenue and Ashwood Memorial Early Years Centres.

As part of its planning process for this tender, Council Officers considered its procurement options, including whether to go to market itself, participate in regional or sector collaboration or to access established contracts via other compliant Procurement agreements.

Due to the similar scoped design projects and the constrained timelines as part of the external funding source, Council Officers agreed to package up three design projects into the one tender for a more efficient design process.

**BACKGROUND**

Council invited Tenders for the Design Services for the Dorrington Child and Family Hub in Mount Waverley, Ward Avenue Kindergarten in Oakleigh South and Ashwood Memorial Kindergarten refurbishment and extension in Ashwood, as per the Scope of Services & Functional Design Brief.

The three projects are partially funded by the Victorian School Building Authority (VSBA) with Council to contribute the remaining funds for these projects.

The works include engaging a Primary Consultant (Architectural) to design and document all three projects for all stages through to construction completion and handover.

The scope of design works include:

**Dorrington Child and Family Hub**

- Demolition of existing facility
- 2 x Kindergarten rooms
- 1 x Multipurpose room
- 4 x Baby rooms
- 1 x Parents lounge
- 1 x MCH Office
- Associated ancillary Spaces
- Outdoor education landscape

**Ward Avenue Kindergarten**

- Demolition of existing facility
- 2 x kindergarten rooms (33 places each)
- 1 x Office
- 1 x Staff room
- Associated ancillary Spaces
- Outdoor education landscape

**Ashwood Memorial Kindergarten Refurbishment and Extension**

- Existing facility refurbishment
- 2 x kindergarten rooms (33 places each)
- 1 x Office
- 1 x Staff room
- Associated ancillary spaces and landscaping

**NOTIFICATION**

Eight (8) prequalified suppliers from the Department of Treasury and Finance Construction Supplier Register (CSR) were invited to participate in a selective Tender for this project on 28 January 2023 and the tender closed on 17 February 2023. Council's use of the CSR list is approved under Council's Procurement Policy.

**TENDERS RECEIVED**

Tender submissions were received from the following suppliers by the appointed closing time:

TENDERERS SUBMITTED	
1	AOA Christopher Peck
2	R Architecture
3	Mantric Architecture
4	Minx Architecture

**Tender Conformance:**

All submissions were assessed for their compliance with the tender conditions including the contractual terms and conditions and the requirements of the response schedules.

All tender submissions were deemed conforming.

**TENDER EVALUATION**

All members of the evaluation panel signed Conflict of Interest and Confidentiality forms and no conflicts were raised.

Tenderers were assessed in accordance with the evaluation criteria published in the tender documentation:

Pass/Fail Assessment Criteria	Score
Quality Systems (if applicable)	Pass/Fail
OHS	Pass/Fail
Mandatory Insurances (if applicable)	Pass/Fail
Registered pre- qualified member of Dept. of Treasury & Finance - Construction Supplier Register	Pass/Fail

KEY SELECTION CRITERIA		CRITERIA WEIGHTINGS	SUB WEIGHTINGS	SUB CRITERIA/RETURNABLE SCHEDULES LINK
<b>40% NON-PRICE CRITERIA</b>	<b>Capacity and Capability</b>	<b>25%</b>	<b>10%</b>	Experience
			<b>10%</b>	Resources
			<b>3%</b>	Risk Management
			<b>1%</b>	Legal Compliance
			<b>1%</b>	Performance and Innovation
	<b>Project Timelines</b>	<b>5%</b>	<b>3%</b>	Start and Completion timeframe
			<b>2%</b>	Proposed Program
	<b>Sustainability (Mandatory)</b>	<b>10%</b>	<b>4%</b>	Environmental Sustainability
			<b>3%</b>	Local Sustainability
			<b>3%</b>	Social Sustainability
<b>PRICE (50%)</b>	<b>Price*</b>	<b>60%</b>	<b>60%</b>	Comparison of Whole of Life Cost or Total Project Cost or Estimated Annual Cost

## DISCUSSION

The final evaluation ranking (including the price and non-price evaluation criteria) had AOA Christopher Peck Pty Ltd, for Early Years - Design Services - Dorrington Drive, Ward, Avenue & Ashwood Memorial Early Years Centre's, ranked highest and as such, the evaluation panel recommends AOA Christopher Peck Pty Ltd as representing the best value outcome for Council.

They scored highly across all evaluation criteria with strong experience and resources. They provided a program that meets the tight timeframe to complete the design and enable construction of the facility ready for operation in January 2025.

AOA Christopher Peck have designed similar facilities for various Government and Education departments. They recently successfully completed design work for the Wellington Family Hub, and the Pinewood Family Hub for Council within time and budget.

As such, the evaluation panel recommends these suppliers as representing the best value outcome for Council.

## FINANCIAL IMPLICATIONS

<b>PROJECT BUDGET ALLOCATION</b>	<b>GST exclusive</b>	<b>GST inclusive</b>
Project – Design Services Dorrington Drive, Ward Avenue and Ashwood Memorial Early Years Centres	\$800,000	\$880,000
<b>TOTAL INCOME</b>	<b>\$800,000</b>	<b>\$880,000</b>
<b>Estimated Project Expenditure Based Upon AOA Christopher Peck Pty Ltd.'s Submission</b>		
Lump Sum Price	\$691,913.88	\$761,105.26
Contingency	\$70,000.00	\$77,000.00
Project Delivery & Management Fees	\$24,000.00	\$26,400.00
<b>ESTIMATED PROJECT EXPENDITURE</b>	<b>\$785,913.88</b>	<b>\$864,505.26</b>

**SUSTAINABILITY OUTCOMES**

As part of Council's commitment to sustainability this project involves the use of:

1. Environmental Sustainability:  
AOA Christopher Peck incorporate into their design work Passive Sustainable Design, Active Sustainable design, Sustainable and recycled material design, Native Landscaping and Sustainable Storm Water Management. An Environmentally Sustainable Design (ESD) report will be undertaken to ensure the design meets Councils ESD policy and guidelines.
2. Local Sustainability:  
AOA Christopher Peck has one staff member residing in the City of Monash. They will procure goods and materials within City of Monash where feasible.
3. Social Sustainability:  
AOA Christopher Peck have a strong focus on Social Sustainability including a 1% donation of yearly profits to a selected non-for-profit organization. They also engage social enterprise cleaning services and office fruit supplies to their Head office facility.

**CONCLUSION**

That Council approves the recommendations contained within this report.